Grading Rubrics in ANGEL

You can create grading rubrics that can be linked to drop boxes and/or essay questions on assessments in your course. You can make the rubric visible to students both before and after you have used it to grade their submissions. Using a rubric to grade a submission is very easy!

To create a rubric:

1. Go to Manage > Rubric Manager.
2. On the following screen, select Add and then Create new rubric on the window that appears.
3. On the following screen, begin setting up the rubric:
   a. Add a descriptive name for the rubric.
   b. Select the number of columns needed for the point values.
   c. Input the minimum percentage weights for each column. The weight input is the lowest score needed for that level/point value.
   d. Add a label for the column. The default is Achievement Level.
   e. Enter the number of criteria needed. You can also have the rows created from selected standards and objectives.
   f. Add a label for the rows. The default is Criteria.
4. Then click Next Step.
5. On the next screen, set up the values for each Criteria and Achievement Level. The HTML editor is available for formatting, if needed. Click Next Step to finish.
6. The final step allows you to review the rubric and make any revisions needed. Click Previous to make corrections or Save to finish.

Once you have created at least one grading rubric in an ANGEL course, you can use it to grade submissions made in drop boxes and manually graded assessment questions (essay, short answer, and offline grading).

Follow these steps to apply a grading rubric to a drop box:

1. Create a new drop box or edit an existing drop box by using the Settings menu.
2. Navigate to the Assignment tab of the drop box settings.
3. Select a rubric for the drop box by clicking the Grading Rubric drop-down list. All the rubrics in the course's Rubric Manager are displayed. Once you've selected a rubric, you can preview it, if desired, by clicking the Preview button.
4. Uncheck Display rubric to students before submission if you do not want students to see the rubric before they make submissions to the drop box. This option is checked by default.
5. Uncheck Display rubric scores to students after submission if you do not want students to see the rubric scores after their drop box submission is graded. This option is checked by default.

You can follow similar steps to apply a grading rubric to essay questions on an assessment.